



Buy Local Market at the Vermont Statehouse

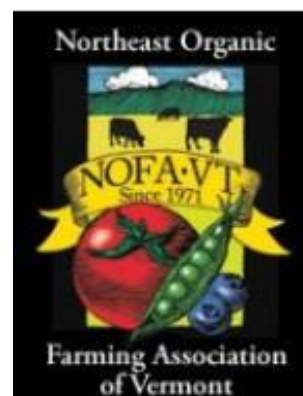
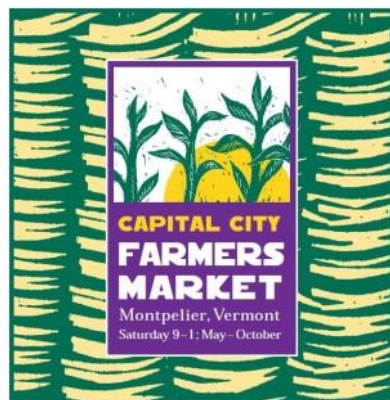
Montpelier, VT

Statehouse Lawn - Rain or Shine!

Tuesday, August 4th: 10am-1pm

Vendor Application Deadline: 4:30 pm on July 12th

The Vermont Agency of Agriculture, Food and Markets is pleased to sponsor this special event with support from Capital City Farmers' Market and NOFA-VT.



Vendor Application Information

WHAT:

- FREE 10' X 12' vendor space for producers of agricultural products on the Statehouse lawn.
- Limited tables & space on the Statehouse Lawn. Only 40 booth spaces are available, so apply early!
- One-day event celebrating local food and farms
- Market vendors selling a variety of agricultural products from across the state – (per Title 6, Chapter 24) -- vegetables, fruits, cheeses, meats, grains, fiber, etc. This is a producer only market.
- All products for sale must meet all state and federal regulatory requirements.

WHY:

- Raise awareness about the importance of local food and Ag Literacy, while connecting state employees with healthy, local foods.
- Celebrate National Farmers Market Week - all week from August 2-8 by shopping for local food for lunch or to take home and share.
- Explore a convenient, mid-week downtown Montpelier location to purchase local foods.
- Access healthy and seasonally available foods and support viable agricultural communities.

HOW:

- Please complete the enclosed application form.
- Vendors must provide certificates of insurance for no less than \$1,000,000 and shall name the State of Vermont and its officers and employees as additional insureds for liability arising out of this event. It is the responsibility of the vendor to maintain current certificates of insurance on hand at the market. This is solely a minimum that has been established to protect the interests of the State.
- Vendors must provide their own tent, table, table covering, chairs, and signage. Each vendor will be assigned a 12'x10' space.
- Return application by 4:30 pm on Sunday, July 12th, 2015 to the Agency of Agriculture
- Mail application to: VT Agency of Agriculture, Food & Markets, Att: Faith Raymond; 116 State St.; Montpelier, VT 05620 (must be postmarked no later than July 8th, 2015, to ensure delivery to Vermont Agency of Agriculture in time for review)
- Or email application to: faith.raymond@state.vt.us by July 12th
- Applications from all 14 counties are welcome!
- For questions or for further information, please contact Ali Zipparo at 802-505-1822 or alexandra.zipparo@state.vt.us.
- Vendors will be selected on a first-come-first-serve basis, and must represent a diverse market of goods offered. All applications will be date and time stamped upon arrival.
- Vendors will be notified of their application status by Friday, July 17th, 2015.

**Buy Local Market
at the
Vermont Statehouse**

Montpelier, VT
Statehouse Lawn - rain or shine
Tuesday, August 4th 10:00 AM to 1:00 PM

Vendor Application Form- Deadline: 4:30 pm on July 12th

Date_____ Name_____ Business Name_____

Address_____ Town_____ Zip_____

Phone (home) _____ (cell) _____

E-mail address_____ Website:_____

Your primary vendor category*

____ Agriculture

____ Prepared Food

____ Non-food agricultural product

____ Agriculture/Food Information

**Alcohol samples and sales are prohibited*

Vendor Items for Sale:

- Vendors offering prepared food for sale must use at least three locally grown ingredients or at least 50% in at least one product they offer at market.
- Non-food agricultural products, such as knitted or felted items, goat's milk soap, beeswax candles etc., are eligible.

List items you want to sell at the Buy Local Market:

If you are interested in having a table to provide information about agriculture or food, please describe the mission of your organization, and what information you will be providing (space for information tables is limited):

Prepared food vendors: list at least three local farm ingredients and the farms they come from (you will be required to post a sign with the ingredients and the farm they came from at your table (e.g. carrots from Old MacDonald Farm) Priority will be given to food vendors showing the greatest commitment to and use of local farm ingredients.

Item(s)	Local Ingredient(s)	Source
<i>(for example) pie</i>	<i>blueberries</i>	<i>Old MacDonald's Farm</i>
<hr/>	<hr/>	<hr/>
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I have read the Rules for the use of the Statehouse Grounds (last page of application) and agree to abide by them:

Signature of applicant(s) _____

Date _____

Questions: Call Ali Zipparo, Vermont Agency of Agriculture, Food and Markets
Tel: 802-505-1822

Send completed applications to:

Return application by 4:30 pm on July 12th, 2015 to the Agency of Agriculture
Faith Raymond
faith.raymond@state.vt.us
Vermont Agency of Agriculture, Food & Markets
116 State St. Montpelier, Vermont 05620-2901

Notification of acceptance of your Buy Local Market on the Statehouse Lawn application will be no later than July 17th and will be accompanied by detailed event logistics.

Rules for Use of the State House Grounds for Buy-Local Farmers Market

1. No vehicles of any type (including agricultural vehicles) on pavers or lawn.
2. Do not fasten banners or nail signs to trees, posts, cannons or buildings, etc.
3. No large tents without prior approval.
4. Clean up grounds after events and remove trash and debris from site.
5. Keep people and animals out of flower beds.
6. No climbing in the trees.
7. Any holes made in the ground or pavement must be refilled.
8. The lawn may not be used for commercial purposes -- unless otherwise authorized by the Secretary of the Vermont Agency of Administration
9. Chalk and candle wax must be kept off the granite walkways, steps, etc. Any cleanup of chalk or wax will be arranged by the Department and billed to the organization using the lawn.
10. During normal business hours, sound/music/noise must be kept to a level that will not disrupt/distract business in the nearby office buildings.
11. Important to Note: Permission to use the State House grounds does not include use of the portico area, as it is disruptive to the events going on inside the State House.
12. Permission to be on the State House Lawn does not include access to the interior of the State House. Contact the Sergeant at Arms Office (802-828-2228 or sgtatarms@leg.state.vt.us) for questions regarding events and rules of conduct inside the State House as defined in the Joint Rules of the Senate and House of Representatives available at the following link (<http://www.leg.state.vt.us/misc/Joint%20Rules.pdf>).
13. The placement of any tents, large displays, or port-o-lets must be coordinated with the BGS Maintenance Office (802-828-3312).